

**Monuments & Memorials Committee
Meeting Minutes**

Thursday, May 5, 2022

Conducted by Remote Participation*

7:00 PM

Members Present

Linda Dixon, Chair; Glen Bassett, Bebe Fallick, George Gamota, Charlie Price

Members Not Present

Chuck French, Leslie Masson, Avram Baskin, Danjun Pu

Guests

Doug Lucente, Vice Chair, Select Board

Cassidy Xu, Holly Ding, Wei Ding, Dawn McKenna, Michelle Tran

Business

Linda convened the meeting at 7:00 p.m. and read the Town notice regarding the conduct of public virtual meetings.

Presentation by Cassidy Xu, Co-Leader, Lexington Youth STEM Team

The Lexington Youth STEM Team is a volunteer group of Lexington High School students who are helping on our Database project. Co-leader Cassidy Xu introduced the team members, explained the role of the team, and described the projects the team is currently working on.

- Cassidy Xu and Baoren Liu are the Team Leaders, working with 5 other students, Ashley, Jerry, Ellen, Eddie, and Irene.
- Their goals are to help create a digital database of monuments and memorials, and to commemorate citizens, events, and places as they deserve.
- Their current assignment is the verification of GIS coordinates with accuracy within one meter of the memorial. They use satellite views or make personal site visits, if necessary. They are updating the data in the spreadsheet created by Chuck French.
- Working with Judy Baldasaro, GIS/Database Administrator for the Town, they are updating GIS coordinates and markers on Town spreadsheets and maps.
- They conduct two rounds of verification; one round of execution; one round of checking.

- They are working with a temporary map. Eventually this will be merged with a public-facing map, which will be updated with the addition of images.
- Upcoming tasks include visits to schools and other public buildings to access monuments housed in these spaces. Access to semi-public buildings with limited hours when open to the public has been a challenge.
- Long term goals include creating a website that shows up as a top google search result, and a collaboration with Tourism to make this user-friendly information available to visitors.

A robust discussion followed, after which the committee thanked and praised Cassidy for her excellent presentation.

Progress Report on CEL Grant Application

Glen Bassett reported that he, Linda, and Prof. Wei Ding had a follow-up meeting with CEL members for continued discussions about the committee's application for a CEL grant. Glen felt the conversation went very well. The CEL representatives were impressed with the high level of cooperation we have achieved with various town organizations: the IT Department, who will maintain our database and make it available to the public on the Town website; the DPW, who supports our efforts to find lost memorials; and the Tourism Committee, who see the benefits of offering attractively packaged information about Lexington's history to visitors.

Crowdsourcing

Once we have verified the GIS coordinates of known monuments and memorials, we will begin a crowdsourcing program to augment the database. Glen stressed the importance of conducting a small beta test and using the knowledge gained to guide the actual crowdsourcing process. He volunteered to draft an initial master plan.

Policies & Procedures Manual

Linda is awaiting input from a variety of boards and committees

The meeting adjourned at 8:27 p.m. Next meeting: June 2, 2022- 7 p.m.

Respectfully submitted,

Bebe Fallick, Secretary